

Amended June 11, 2012, 9:00 a.m. – In item 2, changed the year to 2010 from 2011;  
– In item 8, updated the legal reference to apply only to confidential legal advice.



**CITY OF SCOTTSDALE  
PERSONNEL BOARD MEETING  
AMENDED NOTICE AND **MARKED** AGENDA**

3:00 P.M., Tuesday, June 12, 2012  
HR Pinnacle Training Room  
7575 E. Main Street  
Scottsdale, Arizona 85251

**CALL TO ORDER – 3:00 p.m.**

**ROLL CALL**— June Cohen, Chairperson; Lyle Ferger, Vice-Chair; John Tutelman

**1. APPROVAL OF MINUTES OF PUBLIC MEETING CONDUCTED ON APRIL 19, 2010**

*Action: Formal motion and vote to approve the minutes of the Personnel Board meeting held on April 19, 2010.*

**APPROVED 3:0 – Motion by Board Member Tutelman, 2<sup>nd</sup> Vice-Chair Ferger**

**2. APPROVAL OF MINUTES OF PUBLIC MEETING CONDUCTED ON DECEMBER 14, 2010**

*Action: Formal motion and vote to approve the minutes of the Personnel Board meeting held on December 14, 2010.*

**APPROVED 3:0 – Motion by Board Member Tutelman, 2<sup>nd</sup> Vice-Chair Ferger**

**3. APPROVAL OF 2010 PERSONNEL BOARD ANNUAL REPORT**

Staff will present an annual report of Board activities for calendar year 2010 for review, approval and submission to the City Council.

*Action: Formal motion and vote to approve the 2010 Personnel Board Annual Report.*

**APPROVED 3:0 – Motion by Board Member Tutelman, 2<sup>nd</sup> Vice-Chair Ferger**

**4. APPROVAL OF 2011 PERSONNEL BOARD ANNUAL REPORT**


Staff will present an annual report of Board activities for calendar year 2011 for review, approval and submission to the City Council.

*Action: Formal motion and vote to approve the 2011 Personnel Board Annual Report.*

**APPROVED 3:0 – Motion by Board Member Tutelman, 2<sup>nd</sup> Vice-Chair Ferger**

**5. ETHICS TRAINING**

The City of Scottsdale Ethics Program and Code of Ethical Behavior (adopted by the City Council on May 2, 2006) requires all Public Officials be provided with annual ethics

9799998v1  Persons with a disability may request a reasonable accommodation by contacting Valerie Wegner at (480) 312-7679. Requests should be made 24 hours in advance or as early as possible to allow time to arrange the accommodation. For TTY users, the Arizona Relay Service (1-800-367-8939) may contact Valerie Wegner at (480) 312-7679.

training. The City Attorney's Office will provide an annual ethics training workshop to the Personnel Board and will be available to answer any questions and facilitate any discussion.

*Action: For information and discussion only.*

**6. ELECTION OF CHAIR AND VICE-CHAIR**

A Chair and Vice-Chair must be voted upon in the first meeting of each new calendar year to serve a one-year term. The Board may nominate and vote to elect the current Chair and/or Vice-Chair for the 2012 calendar year or may nominate and vote to elect a new Chair and/or Vice-Chair for the 2012 calendar year.

*Action: Formal motion and vote; possible nominations.*

**APPROVED 3:0 – Motion by Board Member Tutelman that Chairperson Cohen and Vice-Chair Ferger continue in office in their current roles, 2<sup>nd</sup> Vice-Chair Ferger**

**7. DISCUSSION AND APPROVAL OF PERSONNEL BOARD RULES AND PROCEDURES**

Staff will discuss recommended changes to the Personnel Board Rules and Procedures for discussion and consideration of approval by Board Members.

*Action: Formal motion and vote to approve the recommended revisions to the Personnel Board Rules and Procedures.*

**APPROVED 3:0: Motion by Board Member Tutelman to add to Rule 2.1 that when appellant is represented by an attorney, the City Attorney may represent the City. When appellant is unrepresented by an attorney, the City shall be represented by the appellant's departmental executive director, or designee with the consent of the Personnel Board Chair. 2<sup>nd</sup> Vice-Chair Ferger**

**Approved 3:0: Motion by Vice-Chair Ferger to accept the proposed changes to Rule 2.2, 2<sup>nd</sup> Board Member Tutelman.**

**Approved 3:0: Motion by Chair Cohen that once parties have identified their list of witnesses (within 15 work days of the hearing date), parties may not contact the opposing party's designated witnesses prior to the Personnel Board hearing, except with the consent of the opposing party. 2<sup>nd</sup> Board Member Tutelman.**

**8. MOTION TO RECESS INTO EXECUTIVE SESSION**

The Board may consider a motion to recess into Executive Session pursuant to A.R.S. § 38-431.03(A) (3), for the purpose of obtaining legal advice relating to procedure or other issues raised by members of the Board.

*Action: Formal motion and vote to recess into executive session pursuant to A.R.S. §§ 38-431.03(A) (3), for the purpose identified above.*

**RECONVENE PUBLIC MEETING FOLLOWING EXECUTIVE SESSION AS APPLICABLE**

**9. FUTURE AGENDA ITEMS\***

*Action: No discussion, but possible direction to staff relating to placing items on future agenda(s).*

**ADJOURNMENT**

\*Note: The Board cannot discuss or vote on items not on the agenda, including items brought up as Board, staff or public comments, if any. If action by the Board is needed, the item should be placed on a future agenda in compliance with the Arizona Open Meetings Law.